

Risk Assessment – IWYS Alternative Provision

Assessment Area: Alternative Provision (Staff and Students)

Organisation: IWYS Alternative Provision

Assessment Date: 02/06/2026

Review Date: 01/06/2027

Assessor: Charmaine Baines (**Proprietor**)

IWYS Alternative Education Provision

Fenton Town Hall

1 Gimson Street

Fenton

Stoke-on-Trent

ST4 3FF

Risk Rating Guide

Risk Score = Likelihood × Severity

Likelihood	Score
Low	1
Medium	2
High	3
Severity	Score
Minor Injury/Impact	1
Moderate Injury/Impact	2
Serious Injury/Impact	3

General Risk Assessment

Hazard	Persons at Risk	Potential Harm	Existing Control Measures	Risk Rating	Further Actions Required
Challenging behaviour, aggression or violence	Students, staff, visitors	Physical injury, emotional distress	Behaviour policy, staff training, de-escalation strategies, individual behaviour plans, incident reporting system	Low	Regular staff refresher training and review of behaviour plans
Absconding / students leaving site without permission	Students, staff	Harm to student, safeguarding concerns	Secure entry/exit procedures, supervision, risk assessments for identified students, parent/carer contact procedures	Low	Regular monitoring and review of high-risk students
Safeguarding concerns (abuse, neglect, exploitation)	Students	Emotional and physical harm	Designated Safeguarding Lead (DSL), safeguarding policy, staff training, reporting procedures	Medium	Ongoing safeguarding updates and audits
Mental health and wellbeing issues	Students, staff	Anxiety, stress, self-harm risk, reduced wellbeing	Pastoral support, referrals to and external agencies and the local authority, wellbeing checks, supervision	Medium	Increase access to counselling and wellbeing resources
Slips, trips and falls	Students, staff, visitors	Minor to serious injuries	Housekeeping procedures, hazard reporting, regular inspections	Low	Daily observation, Prompt repair of defects
Fire	Students, staff, visitors	Injury, fatality, property damage	Fire alarms, extinguishers, evacuation procedures, drills, fire risk assessment	Low	Review evacuation plans termly

Hazard	Persons at Risk	Potential Harm	Existing Control Measures	Risk Rating	Further Actions Required
Medical emergencies	Students, staff	Serious illness or injury	First aiders on site, medical information records, emergency procedures	Low	Ensure medication records remain updated
Educational visits and off-site activities	Students, staff	Injury, safeguarding risks	Visit-specific risk assessments, supervision ratios, emergency contacts	Low	Review transport and venue risks before each visit
Lone working	Staff	Delayed assistance during incidents	Lone-working policy, communication devices, check-in procedures	Low	Regular monitoring of compliance
Online safety and cyber risks	Students, staff	Exposure to harmful content, data breaches	Internet filtering, monitoring software, online safety training	Medium	Regular review of filtering systems
Manual handling	Staff	Musculoskeletal injuries	Training, appropriate equipment, safe handling procedures	Low	Refresher training as required
Infectious diseases	Students, staff, visitors	Illness and absence	Hygiene procedures, cleaning schedules, infection-control guidance	Medium	Monitor public health guidance
Bullying, harassment or discrimination	Students, staff	Emotional distress, reduced wellbeing	Anti-bullying policy, reporting procedures, equality policy	Medium	Promote awareness and reporting mechanisms
Premises security and unauthorised access	Students, staff, visitors	Safeguarding incidents, theft, violence	Visitor sign-in system, secure doors, CCTV in all classrooms, corridors, medical room, (where applicable)	Medium	Review site security regularly

High-Risk Student Considerations

Additional individual risk assessments should be completed where students present:

- Significant behavioural challenges
 - History of violence or aggression
 - Risk of self-harm or suicide
 - Absconding behaviour
 - Child Criminal Exploitation (CCE) concerns
 - Child Sexual Exploitation (CSE) concerns
 - Substance misuse concerns
 - Complex medical needs
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Staff Safety Controls

- All staff receive safeguarding training.
 - Positive behaviour management and de-escalation training provided.
 - Incident reporting and recording procedures followed.
 - Staff supervision and wellbeing support available.
 - Appropriate staffing ratios maintained.
 - Personal alarms or communication systems available where necessary.
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Emergency Procedures

Medical Emergency

1. Contact first aider.
2. Call emergency services if required.
3. Inform senior leadership and parents/carers.
4. Record incident.

Fire Evacuation

1. Raise alarm.
2. Evacuate to assembly point.
3. Complete roll call.
4. Await emergency services clearance.

Serious Behaviour Incident

1. Use de-escalation techniques.
2. Remove other students if necessary.
3. Request support from senior staff.
4. Record and review incident.

Missing Student / Absconding

1. Follow missing student procedure immediately.
2. Inform senior leader and parents/carers.
3. Contact police where appropriate.
4. Complete safeguarding record.

Assessment Approval

Name	Role	Signature	Date
Charmaine Baines	Proprietor		02/06/2026

Overall Risk Level: Low/Medium (subject to ongoing monitoring and individual student risk assessments).